

Licking Park District  
Board of Licking Park District Commissioners  
Regular Meeting – July 19, 2017  
Licking Park District - Infirmary Mound Park

Mr. Holloway called the July 19, 2017, Regular Meeting to order at 6:09 pm in the Licking Park District Office.

1) Roll Call

Present: Mr. Kiracofe; Mr. Bradley; Mr. Moseley; Mr. Holloway; Ms. Sjostrand-Post.  
Staff: Ms. Balogh; Ms. McAdams.

2) Approval of Minutes

a. June 21, 2017 regular meeting

Mr. Moseley moved, Mr. Bradley seconded, to approve the June 21, 2017, regular meeting minutes, as amended.

Motion Carried by Unanimous Vote.

3) Financial Report

a. Financial Report

Ms. McAdams presented the June 2017 financial report to the Board.

Mr. Bradley moved, Mr. Kiracofe seconded, to accept the June 2017 Financial Report.

Motion Carried by Unanimous vote.

4) Approval of expenditures and June 2017 payroll

a. June Payroll and Expenditures

June Payroll \$25,956.48

6029 Expenses over \$1,000.00

\$1,125.66 Jarud White- JAW excavating (Limestone Aggregate for Park Maintenance)

\$9,090.00 Karen Dollings Chandler- Legend Lawn Landscape (May Park Mowing)

\$1,250.00 TBC Inc- Tim Byrd Concrete (Tee pad for disc golf)

\$2,731.34 Advantage Ag & Equipment (Brush Hog Deck Mower)

\$8,672.50 Jobes Henderson & Assoc (Engineering Contract for Hopewell to Forry)

\$16,344.00 Law General Contracting (Berm Work Windy Hollow to Concord Rd)

\$4,497.50 Jobes Henderson (Stage 2 Engineering Contract Hopewell to Forry)

\$5,800.00 TBC Inc- Tim Byrd Concrete (Sidewalks for IMP Restrooms)

\$6,600.00 TBC Inc - Tim Byrd Concrete (Office Stair Improvements)

\$1,730.95 Gatehouse Media- Dispatch Media (May Monthly program guides)

3144- Bike Path Expenses over \$1,000.00--

\$30,585.00 Slones Tree Service (Hazard Tree Removal)

\$2,700.00 Karen Dollings Chandler- Legend Lawn Landscape (May Bike Path Mowing)

Ms. Sjostrand-Post moved, Mr. Bradley seconded, to approve June 2017 payroll and expenditures over \$1,000.00 as presented.

Motion Carried by Unanimous Vote.

5) Old Business

a. Operations Report

i. Project Status Report

Ms. McAdams updated the Board on the status of projects. TJE Bike Trail, Panhandle Bike Trail and Infirmity Mound clearing of trees has been completed. Taft interior and Ohio Canal Greenway to be completed this week. Ms. McAdams advised that the Newark Service Director advises that the paving contract has been put out for bid and the paving work for the Goosepond and YMCA to 21st projects are scheduled for early fall.

Discussion followed.

ii. "Litten's Lane" Easement (for Three Guys Property Conservation Easement)

Mr. Holloway updated the Board on the conservation easement status. Planning meetings are occurring with our legal representative at the county prosecutor's office.

Discussion followed.

iii. Hopewell to Forry Project

Ms. McAdams advised the Board that the TJ Evans Foundation received communication from the RR indicating that they were not interested in selling the rail line because they felt it would become an active line again in the future to service industry at the old Meritor site. Sarah Wallace is working on setting up a meeting with the RR, TJ Evans, Park District, Mayor of Heath, ODOT and Jobes Henderson to discuss future plans for the Meritor site and that per the City of Heath, industry is not scheduled to return there. The TJ Evans Foundation offer to purchase will be made again.

Discussion followed.

iv. 911 Bike Trail Mapping

Ms. McAdams advised the Board that she met with the 911 Center representatives. They are moving forward with their GIS mapping of bike trails and accesses. Park trails will follow. They hope to have access and location info available at their dispatch consoles in 2018.

i. Morris Woods - ODNR meeting & mapping project

Ms. McAdams advised the Board that she met with the ODNR GIS mapping person Tom Arbour. He has done GIS mapping of the trail and is working on adding features to the map now. It will be sent for our approval and input soon. Also, Ms. McAdams was contacted by ODNR Rodney Apgear who stated he is drafting a new management lease. It will be a 15 year lease, automatically renewable for another 15 years. It will possibly be ready for our review at the August meeting. Apgear also mentioned that if the Park District were interested, it might be possible to purchase

Morris Woods from the State. Ms. McAdams advised that the DNAP East Region Manager McCurdy asked us to submit quotes for professional removal of the large dead trees at the entrance and the large one leaning over a portion of the trail. Discussion followed.

b. Program Report

i. Program update

Ms. Balogh reviewed recent and upcoming programs with the Board. Discussion followed.

c. Volunteer Coordinator Report

i. Volunteer update

Ms. McAdams and Ms Balogh provided an overview of recent volunteer activities and upcoming opportunities with the Board. Discussion followed.

d. Director Candidate Search

Mr. Holloway advised the Board of the status of the Director candidate search. Discussion followed.

e. Response to Darrell Hensley Concern:

Mr. Kiracofe discussed the draft response to Mr. Hensley regarding his concerns on trail safety and land management at Infirmary Mound Park. Discussion followed.

The decision was made for Mr. Kiracofe to review and incorporate suggestions submitted by other Board members and send the revised draft out to the full Board for review.

6) New Business

a. Upcoming State Audit 2015-16

Ms. McAdams advised the Board that there was an upcoming State Audit for years 2015-16. We are audited every 2 years. She explained that she was notified by the state that new on-line financial statement reporting method was put in place since our last audit. The new system required a financial statement and annual report to have been filed on-line for the 2015-16 years and was due in the Spring of 2017 (end of Feb). In the past, the financial statement and Annual Report were created and filed by the State Auditors themselves. Ms. McAdams shared that she met with the county auditor to see if they could assist us in preparing and submitting our overdue reports and was advised that the county auditors don't do their own preparation and submission under this new system due to the complexity. Ms. McAdams worked with the state auditor to receive an extension for our filing. They have an outside accounting firm do this. They referred us to Kennedy, Cottrell and Richardson CPA. With Mr. Holloway's approval, Ms. McAdams contracted with this firm to file the necessary financial statements and bring us up to current. This will be filed in the next three weeks. The filing will then trigger our 2015-16 audit to begin. Because the state has privatized some of its auditing processes, we will now be audited by a private firm contracted by the State. Discussion followed.

b. ODOT Metro Park Funds 2018-19

Ms. McAdams provided the Board with the current ODOT Metro Park Funds print-outs showing our 2017 unencumbered fund balance and carry over to 2018 at \$120,226.57. Our FY 2018 funds allocation will be \$97,967.02 and our total funds available in FY 2018 will be \$218,193.59.

Discussion followed.

c. TJE Bike Trail EPA Testing

Ms. McAdams advised the Board of EPA testing along the TJ Evans Bike Trail EPA in Granville. The TJ Evans Foundation has signed an agreement with a firm that will be doing brown site testing for an unknown extent of time for the EPA at a site west of Main St in Granville.

7) Comments from the public

None

8) Adjournment

Mr. Bradley moved, Mr. Kiracofe seconded, to adjourn meeting.

Motion Carried by Unanimous Vote.

Meeting Adjourned at 8:00 pm

Next Regular Meeting - Aug 16, 2017, 6 pm, LPD office